



RULES AND GUIDELINES FOR VISITING YOUTH

CONTRABAND:

NOTICE: VISITORS WHO VIOLATE THE FOLLOWING RULES MAY FACE PROSECUTION UNDER LOUISIANA REVISED STATUTE (LA. R.S.) 14:402.

Visitors are prohibited from bringing contraband items into any part of a youth facility or office.

Visitors are prohibited from possessing contraband items in any part of a youth facility or office.

Visitors are prohibited from storing contraband items in any part of a youth facility or office, or in their personal vehicle or equipment while they are present on a youth facility or office.

Contraband includes:

- intoxicating liquors/alcohol
- weapons
- pornographic material
- explosives or combustibles
- tobacco products
- drug paraphernalia
- music players, MP3s, IPODS, etc.
- stolen property
- Any item used in a manner not allowed by those legally charged with the administration and operation of the facility or program.
- Articles of food or clothing, currency or coins not authorized by the Director.
- Any other article, substance or thing that may be reasonably considered to endanger safety or security.
- Telecommunication equipment including cell phones, components, hardware, software.
- Substances defined in the Uniform Control Dangerous Substance Law (La. R.S. 40:961)

Please note that possessing a cell phone on Youth Services/OJJ property is a FELONY.

Money in any form is contraband and may not be brought onto the facility grounds unless it is to be placed in the youth's personal account. Visitors are not allowed to give money directly to youth. Money must be given to designated staff to be recorded and processed. Staff will process the money into the youth's personal account.

Visitors are not allowed to bring prescription or over-the counter medication within the facility except prescribed drugs that visitor must take while on the grounds (nitroglycerin, asthmatic inhaler, etc.) and only in the quantity needed is allowed. All medications must be declared to the front gate officer before entering the facility, and declared to the visitation officer(s) on duty.

If contraband is found on a visitor or if a visitor refuses to be searched or refuses to allow his property to be searched, or violates any other rules of the facility, that particular visit may be halted, the visitor told to leave the facility, and action taken as appropriate to suspend future visits to the facility. ***Depending on the nature of the contraband or rule violation, the visitor may be arrested.***

Visitors shall report any knowledge, observation or suspicion of contraband to the visitation staff on duty.

DRESS / APPEARANCE:

Acceptable clothing:

- Blouses, shirts, sweaters, polo shirts and other top garments. Tops should not be tight, low cut, see-through or revealing and must have sleeves.
- Slacks, pants or Capri's.
- Skirts or dresses with the hemline below the knee.

Unacceptable clothing:

- Halter tops, tube tops, camisole type T-shirts, tank tops or muscle shirts.
- Clothing with inappropriate language, obscenities, or pictures.
- Shorts, mini-skirts, skorts.
- Slacks, pants or Capri's, skirts or dresses that are tight, revealing, or worn below the natural waistline.

INSTRUCTIONS UPON ARRIVAL FOR VISITATION:

1. Park in the designated visitors' parking area.
2. Leave all of your personal belongings in your car.
3. Lock your vehicle after parking.

REPORTING TO THE VISITORS' ENTRANCE:

1. Report to the Visitors' Entrance.
2. Give staff your picture identification and let him/her know which youth you are there to see. Picture identification is required for all visitors 14 years of age and older.

3. Siblings (under the age of 18) or biological children of the youth must be accompanied by an adult who is on the approved visiting list. A maximum of three (3) visitors shall be allowed at one time, to include infants.
4. Staff will record your visit in accordance with the rules and procedures set forth by that facility's administration.
5. Once your visit is recorded and you are cleared you will be escorted to the designated visitation area.